

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
WINDSOR LAKES HOMEOWNERS ASSOCIATION
1 LAKE WINDSOR CIRCLE, CONROE TX. 77384
ZOOM MEETING and in person
FEBRUARY 22, 2022**

CALL TO ORDER AND ADOPT AGENDA

A quorum having been established, President Mike Miller called the meeting to order at 7:00 p.m. Board members in attendance were, Mike Dalke (Vice President), Janet Tooman (Treasurer), Patrick Cleary (Secretary) and Jim Cherry (Director at Large. 35 homeowners were present. Also in attendance was Lynda Shelton with Sterling ASI.

PRESIDENT'S REPORT (Micheal Miller)

- 2022 Elections – Mr. Miller explained that there are two open positions on the board that need to be filled.
- Board Letter – will be going out March 1, 2022.
There will be 2 Board terms expiring, Janet Tooman and Jim Cherry.

VICE PRESIDENT'S REPORT (Teresa Johnson)

- Clubhouse Update - VIP Events , Micheal Potter, Montgomery County Extension Agent and the meet the candidate event.
- Meet the Candidate event was a success.
- Cameras – Security Camera Houston , was asked to come in and look at installing a camera on the side of the clubhouse overlooking the trash dumpster and pool house. This is necessary because our dumpster has recently been filled beyond capacity and Waste Management has charged us over-flow charges for the dumpster. Thus the need for a camera to monitor and help control dumping. We believe that this is caused by resident backyard lawn services dumping their debris in our dumpster thus which lawn service is doing this or how often, Thus the need for a camera to monitor and help control dumping.
In addition, a 2nd camera is being installed near the front door to allow the clubhouse staff to see persons coming to the door seeking access late in the evening or when very dark.
- Table Shuffleboard – The Billiard Factory was called and asked to come out and look at the table shuffleboard setup. The table shuffleboard setup is very old and the slide boards on top are warped and in need of replacement. A quote on replacement is coming.
- Pool tables- While out here we asked The Billiard Factory to look at the rails and some bolts missing in support areas and some small cracks in the rails themselves. All new bolts were added to the rails and the rails and pockets secured as good as possible. Based on what was found, The Billard Factory to provide a quote for costs to replace the rails and pockets on both pockets on the pool tables. The quote is coming.
- Fitness Center – The sound application for the clubhouse was not playing

music to the fitness center. The contractor that installed the unit was called to fix the issue so music is once again available to the Fitness Center. 2/9/2022

- Pool Deck- The new pool canopy covers arrived and were installed on the Pool Canopy's. The Herculaine Canopy's are more mold and mildew resistant and are easier to clean and should last longer than our previous coverings. 1/6/22
- Pool and Spa issues = We had to shut down the Spa for 2 days. The Spa chemical dispensing system malfunctioned and the Spa had to be drained, refilled and the chemicals rebalanced properly. Jose was able to get on this quickly and stabilized the chemical balances so that contractor assistance was not needed. 12/19/2021
- Miscellaneous- Front gate issue was reported that the front gate sometimes does not work during stormy weather. The board is not saying this is not true, but need resident's assistance to diagnose the issue. If this happens to you, please bring you clicker to the clubhouse and let us check to make sure the battery is ok or if the clicker may need replacing. This is the best way for us to initially trouble shoot any gate issues.

TREASURER'S REPORT (Janet Tooman)

- Presented finals December 2021 Financials and Receivables.
- Reminder that assessments have increase for 2022.
- Janet Tooman also explained that a amended insurance resolution was filed.

PRROPERTY MANAGER'S REPORT (Jim Cherry)

- Townhome Roofing update- Home Quality Roofing explained that materials will be going up. The board decided to start completing more roofs to save \$150,000- \$200,000 by doing the roofs now instead of staying on schedule.
- Wood Fence update – there were 71 post 2021 100 post in 2022 that required replacement.

COMMUNITY MANAGER REPORT – Lynda Shelton explained that homeowners need to bring their accounts current are they will be sent to the attorney's for further collections.

QUESTION/ANSWERS – A homeowner asked when would the oleanders get trimmed. The board will check on the schedule and answer. The HOA is trying create a emergency contact list. The board is also seeking block captains as first responders.

NEXT MEETING(S) –

Election, Tuesday, April 26, 2022

Annual Meeting, Wednesday, April 27, 2022

ADOURN- With no further business to conduct the meeting was adjourned at 7:56pm

- 2021 Freeze Issues – Fewer homes were impacted during the recent freeze due to preventive measures that were taken. Will continue to provide freeze warnings and suggestions for preventive tips and measures to be taken and provide them on the Windsor Lakes HOA website.

PROPERTY MANAGER'S REPORT (Jim Cherry)

- Entry Gates – Due to the freeze and power outages the south gates failed to open completely. The gates were left open for safety reasons and to provide access, also sand and gravel were applied to both bridges.
- Drainage Project (London Green) – On the west side of the clubhouse parking lot it has been collection area after heavy rains which has been an issue for years. In January, this was drained by placing a concrete box sink and drained with a PVC pipe onto the eastern side of the London Green Bridge.
- Lake Fountain – Mike Prado with Hurricane Fountains replaced the south fountain pump, the pump was over 6 years old, the north pump was also over 6 years old and will need replacing soon. Fountains are necessary to keep algae grown down.
- Fence Replacements – we are in the process of contracting with Southland Fences to replace 51 fence posts, this work will begin in 2-3 weeks.
- **House Painting** – Phase 2 of our 5 year project once the temperature stays above 50 degrees so the paint will adhere properly. The list of homes will be posted on the website (www.windsorlakeshoa.org) , Homeowners will be required to do some preparations such as cutting back vegetation away from the fence area prior to Property Services painting the fence.
- **Townhome Roofing Project** – Currently there are 2 homes left to do for Phase 1, this is units 107 and 111 E. Kenwick.
- **Clubhouse Door** - A motion was made and approved to accept the proposal from Tuttle Construction to replace the rear clubhouse door.

ADJOURN

With no further business to come before the Board, The Board unanimously agreed to adjourn at 8:10 p.m.


Secretary

23 FEB 2022
Date